

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WASHINGTON OFFICE FINAL SALARY CLEARANCE REPORT

Name of employee		Social Security Number	Office Code			
Last day active duty	Indicate one of the following actions: <input type="checkbox"/> Resigning <input type="checkbox"/> Retiring <input type="checkbox"/> Other Federal Agency <input type="checkbox"/> BLM Transfer (specify BLM Office)					
All office materials (Supplies and reference materials, etc.) have been returned:						
(Employee's Supervisor)		(Date)				
ITEM A	LAW ENFORCEMENT - RM. 700 LS					
1	Suitability/Security Clearance					
2	Other					
ITEM B	INFORMATION SERVICES					
1	Directives and Records Management-Office Records/Files (Rm. 750 LS)					
2	ADP Information Access and Security (Rm. 775 LS)					
3	Telecommunications-Calling Cards, Cellular Phones and Pagers (Rm. 775 LS)					
4	Changes in Telephone Listings, DI-28 (Rm. 775 LS)					
5	Other					
Remarks I CERTIFY That all IRM permits, user and password controlled information access has been removed, and, unless otherwise shown, no amount is due the government from this employee.						
				ITEM E	ACCOUNTABLE PROPERTY - Rm. 1075 LS	
				1	Government Charge Card	
				2	Headquarters Annex-Building Security Card	
				3	Headquarters Annex-Office Keys	
4	Property, DI-105					
5	Uniform Drawdown Card					
6	Other					
I CERTIFY That all government property and permits have been accounted for and, unless otherwise shown, no amount is due the government from this employee.						
(Headquarters Services)						
(Date)						
Remarks (ADP Security Officer)		ITEM F	FINANCE- BC-620			
		1	Leave Overdrawn			
		2	Government Transportation Requests			
		3	Travel (Advances/Vouchers/etc.)			
		4	Other			
Remarks (Finance Officer)						
(Date)						
ITEM C	HUMAN RESOURCES MANAGEMENT - Rm. 5628					
1	Transit Benefit Program					
2	Other					
ITEM D	OFFICE OF THE SECRETARY					
1	Official Passports and Visas (Rm. 1419)					
2	Parking Permits (Rm. 1210)					
3	Security Debriefing Form (Rm. 1229)					
4	Office Keys (Rm. 1229)					
5	ID Cards (Rm. 1229)					
6	Library (Rm. 1160)					
7	Other					
I CERTIFY That these records are being forwarded to the National Business Center's Finance Section for final clearance.						
(Date)						

(Instructions on reverse)